

Iowa Child Online (ICO)

To enter the Iowa Child Advocacy Board's web-based file system:

- Go to: <http://childadvocacy.iowa.gov>
- Click "Sign In" on the left hand menu
- The following screen will appear:

DIA Child Advocacy Board

Enterprise A&A What Is A&A?

[SIGN IN](#)
[CREATE AN ACCOUNT](#)
[FORGOT PASSWORD](#)
[FORGOT ID](#)

Sign into DIA Child Advocacy Board here.

Enter your Account Id and password to sign into DIA Child Advocacy Board.

Account Id:

Password:

[Sign In](#)
[Account Details](#)

Account Id Examples:

- **Public User Account Format**
- *firstname.lastname@iowaid*
- **State Employee Account Formats**
- *firstname.lastname@iowa.gov*
- *If you do not have an @iowa.gov account use your email address.*

[Need an Account?](#)
[Forgot Password?](#)
[Forgot Id?](#)

Contact the DAS-ITE Service Desk if you need personal assistance.
 Email: ITE.ServiceDesk@iowa.gov Phone: 515-281-5703 or 1-800-532-1174

You are looking at SSO Logon
©2004 State of Iowa, DAS-ITE
Transaction Id: CFNKYL
Version 3.0.11

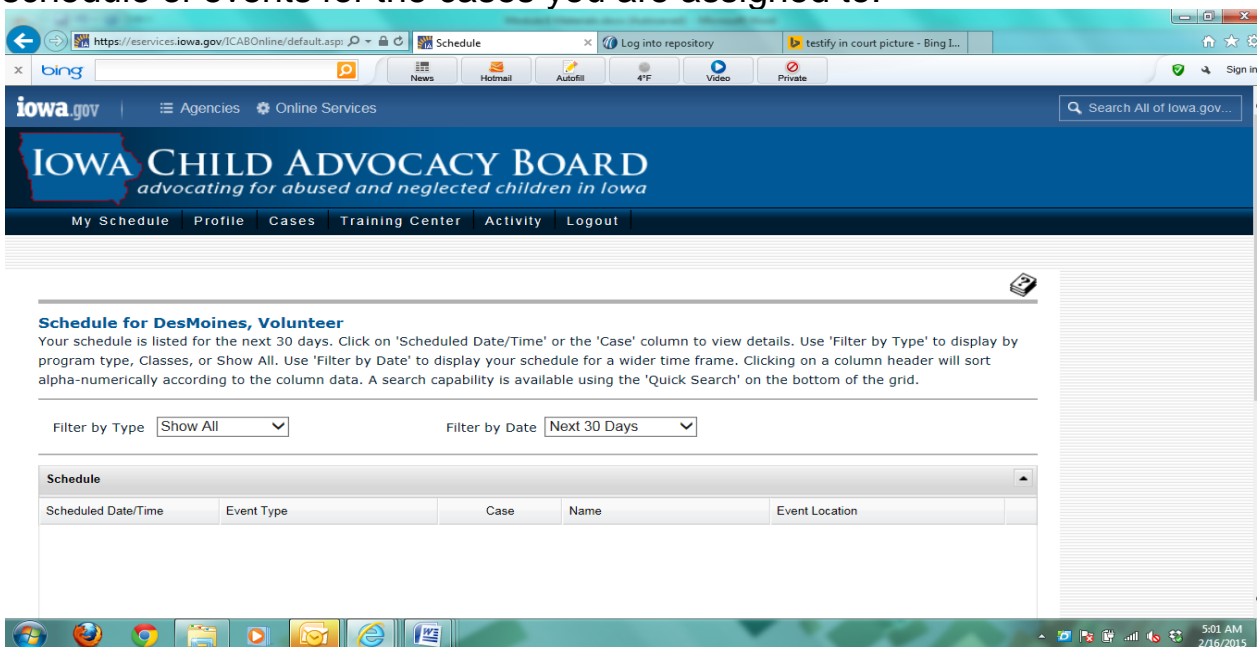
[Additional Terms, Privacy & Warranty Information](#)

- Enter Account ID: You were given this when you created you A&A account to apply online. (For training, use: desmoines.volunteer@iowaid)
- Enter Password and Sign In (For training, use: Iowa\$state01)
- On the left side menu under Volunteers, Click on ICO Web Program and the following screen should appear. Click on the blue underlined – Login with your A&A.... again.



You should be taken to the ICO Web Program.

When you enter the system, this is the first screen you will see. It is your schedule of events for the cases you are assigned to.



Clicking on any of the “Scheduled Date/Time” entries underlined in blue will take you to that event so you can see more details. You will then be in that child’s case file.

“Cases” = Your Case Assignments

Click on the “Cases” tab at the top of the screen to pull up your assigned case load.



Go to a child's case by double-clicking their name or click the name once to highlight the row and then hit the "Next" button.

This is a case summary page that outlines basic information for the child. You can see at a glance the demographics for the child and current address.

IOWA CHILD ADVOCACY BOARD
advocating for abused and neglected children in iowa

My Schedule | Profile | Cases | Training Center | Activity | Logout

Case for Myers (Training), Jackson

Case Type: CASA	Age: 19 years, 2 months	Gender: Male	# of Siblings: 2
CASA Status: Active	FCRB Status: (none)	JV#(s): 02951 JVJV017532	

Case
The Case Summary, Personal Information, DHS Information, Court Information, Placement, CASA Information, and FCRB Information are listed on this screen.

* = Required Field (Dependent on the Case Type Selected)

Case Summary

First Name Jackson	Middle Name	Last Name Myers (Training)	*Case Type CASA	*County of Court Jurisdiction Winnebago	*Responsible Agency DHS
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Special Accommodations

Personal Information | **DHS Information** | **Court Information**

Alias: (none) | DHS Case Worker | JV#/JT# 02951 JVJV017532

Hover over the "Cases" tab to locate a sub-menu as shown below.

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My Schedule | Profile | Cases | Training Center | Activity | Logout

Summary | Details | Placements | People | Events | Documents | Notes

Case for Myers (Training), Jackson

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Case Summary

First Name Jackson	Middle Name	Last Name Myers (Training)	*Case Type CASA	*County of Court Jurisdiction Winnebago	*Responsible Agency DHS
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Special Accommodations

https://eservices.iowa.gov/ICABOnline/default.aspx?cmd=Cases

Sub-menu includes:

- Summary (clicking this takes you back to the Summary page)
- Details (shows race, ethnicity, special needs identified of the child)
- Placements
- People
- Events
- Documents
- Notes

Placements – go to this tab to see the placement history for the child.

Iowa.gov | Agencies | Online Services | Search All of Iowa.gov...

IOWA CHILD ADVOCACY BOARD
advocating for abused and neglected children in Iowa

My Schedule | Profile | **Cases** | Training Center | Activity | Logout

Case for Myers (Training), Jackson
 Case Type: CASA Age: 19 years, 2 months Gender: Male # of Siblings: 2
 CASA Status: Active FCRB Status: (none) JV#(s): 02951 JVJV017532

Case Placement(s) History: 3 placement(s)
 Listed below are the placement(s) for the case. Change the sort order of the table by clicking on the Admission Date or Placement Name column headings. To add a placement, click on the Add Placement button.

Admission Date	Placement Name	Placement Type	Discharge Date	Reason for Placement Change
7/20/2006	Shelter Care Center (Training)	Shelter	(none)	Other
7/11/2006	Wabashaw Mental Health Institute	Hospital - Psychiatric	7/20/2006	Moved to lower level of care (less restrictive)*
6/28/2006	Emma Jones (Training)	Foster Family Care	7/11/2006	Moved to higher level of care (more restrictive)*

To view the information for the placement, click on a row and select “Next”.

Case for Myers (Training), Jackson
 Case Type: CASA Age: 19 years, 2 months Gender: Male # of Siblings: 2
 CASA Status: Active FCRB Status: (none) JV#(s): 02951 JVJV017532

Case Placement
 This screen displays the details of the placement.

Placement Details
 * = Required Field

* Admission Date (mm/dd/yyyy): 7/20/2006
 Discharge Date (mm/dd/yyyy):
 * Within 1 hour travel from home: Yes
 Attention:
 C/O:
 * Placement Type: Shelter
 Who is custodian of child in placement?: Select One
 Who is guardian of child in placement?: Select One
 * Reason for Initial Placement of Placement Change [Multiple Reasons?]:
 Other: Select One

Location Information
 Name: Shelter Care Center (Training) Alias:
 Contact Person:

People – this is a listing of people involved with the case. It includes former individuals as well.

Case for Myers (Training), Jackson
 Case Type: CASA Age: 19 years, 2 months Gender: Male # of Siblings: 2
 CASA Status: Active FCRB Status: (none) JV#(s): 02951 JVV017532

People
 Listed below are Siblings and Interested Parties for this case. Click on a Sibling Name to view the sibling details.
 The Interested Party(ies) table may be sorted by clicking on the Name, Relationship, CASA Status or FCRB Status column headings.

Name	Relationship	Age	Gender	In Foster Care?	Goto Sibling Case Summary
Myers (Training), Shiloh	Half Sibling	15 years, 2 months	Female	No	Myers (Training), Shiloh
Myers (Training), Aubrey	Half Sibling	24 years	Female	No	Myers (Training), Aubrey

Name	Relationship	Program	CASA Status	FCRB Status	Date Added	Date Removed
Myers (Training), Amanda	Mother	CASA	Active	Inactive	8/2/2006	(none)
Rugby (Training), John	Child's Attorney/GAL	CASA	Active	Inactive	8/2/2006	(none)
Beaver (Training), Susan	Mother's Attorney	CASA	Active	Inactive	8/2/2006	(none)
Franks (Training), Allie	CASA Coach	CASA	Active	Inactive	8/2/2006	(none)
Shelton (Training), Jan	CASA Coordinator	CASA	Active	Inactive	8/2/2006	(none)
Des Moines Volunteer	CASA Volunteer	CASA	Active	Inactive	8/2/2006	(none)

To view contact information for a case, click on a row to highlight it and then click “Next”.

Events – this is a listing of events for the child to include family team meetings, court hearings, foster care review board meetings, etc.

Case for Myers (Training), Jackson
 Case Type: CASA Age: 19 years, 2 months Gender: Male # of Siblings: 2
 CASA Status: Active FCRB Status: (none) JV#(s): 02951 JVV017532

Case Event(s)
 Listed below are the events that have been scheduled and/or held for the case. Sort the events by clicking on the appropriate column header. List will resort alpha-numerically according to column data. Filter by Event Type or by Date.

Filter by Event Type: Filter by Date: ☒ Event Date ☐ Filing Date ☐ Other Date

Event Date	Filing Date	Other Date	Event	Event Type	Event Location
10/18/2006	(none)	(none)	Hearing	Disposition Hearing	Webbshaw County Courthouse
7/31/2006	(none)	(none)	Hearing	Adjudication Hearing	Webbshaw County Courthouse
7/5/2006	(none)	(none)	Hearing	Removal Hearing	Webbshaw County Courthouse

Documents – this is where all the case file documents are stored for each case. You can view one document at a time from this screen.

The screenshot shows a web browser window with the URL <https://eservices.iowa.gov/CABOnline/default.asp>. The page displays the 'Case for Myers (Training), Jackson' details, including Case Type: CASA, Age: 19 years, 2 months, Gender: Male, # of Siblings: 2, CASA Status: Active, FCRB Status: (none), and JV#(s): 02951 JVJV017532.

Case Documents
Here is some text content perhaps explaining the events listed below.
Sort listings by clicking on the appropriate column header. List will resort alpha-numerically according to column data.

Filter by Event Type: Filter by Date:

Document Date	Document Name	Category	Event Type	Program Type	Document Type	Notes
4/20/2007	3a_Order_Review_Hrq_(Myers)_4-20-07.doc	Court	(none)	CASA	ReviewHearing	
10/18/2006	2h_Order_Disposition_&_ICWA_(Myers)_11	Court	(none)	CASA	DispositionHearing	
10/12/2006	2k_Case_Permanency_Plan_(Jackson)_10	DHS	(none)	CASA	CasePlanABC	
10/3/2006	2l_DHS_Social_Report_(Myers)_10-03-06	DHS	(none)	CASA	SocialReport	
8/2/2006	2a_Adjudication_Order_(Myers)_8-2-06.doc	Court	(none)	CASA	AdjudicationHearing	
8/2/2006	2h_Order_for_CASA-GAL_(Myers)_8-2-06	Court	(none)	CASA	OrderToAppointCASA	
8/2/2006	2i_NOA_&_Confidentiality_(Myers)_8-2-06	CASA	(none)	CASA	Other	
7/17/2006	2l_CPS_Assessment_Summary_(Myers)_7	DHS	(none)	CASA	ChildAbuseAssessment	
7/17/2006	2f_Commitment_Order_(J_Myers)_7-17-06	Court	(none)	CASA	Order	

Most current information is listed first.

There are often multiple pages and you can use the arrows to switch to the next page.

Notes – this is a secure place where you can type in case notes about your visits, contacts, hearings, etc., and your Coordinator can then view these notes and offer suggestions. By keeping your notes here, you can easily access them when it is time to write your reports.

The screenshot shows the 'Volunteer Case Notes' section for the same case. It includes a form for entering a comment on the case, with a date field set to 2/16/2015 and a comment box with a 500-character limit. Below the form is a section for 'Previous Comments' showing a comment from Hoefer, Shirley on 2/10/2015 at 8:17:07 PM, stating that the CASA volunteer accepted the case and will read the case file information to date and start to draft the Action Plan.